

The integrity of the Council's finances is to be protected by two of the four signatories checking and reviewing the invoices for payment for which they will have seen an original scanned copy in a shared file. The automated banking system is the Council's preferred method of settling its finances.

This authority is to be determined by: • the council for all items over £2,000; • the Clerk, in conjunction with Chairman of Council or Chairman of the appropriate committee, for any items below £2,000. Such authority is to be evidenced by the submission of this paper – presented by the Clerk and will be countersigned by the Chairman at an appropriate meeting observing social distancing rules. Invoices were only processed for payment by the Parish Clerk once she was satisfied that the payment sums match the invoices produced.

Accounts paid between 29th August and 30th September 2024

	Voucher	METHOD	NETT	VAT	TOTAL
Salaries – September 2024	2206 – 2211	Bacs	6823.95	0.00	6823.95
Sackers – recycling July 24	2212	DD	153.70	30.74	184.44
Aerial Direct – Office internet and phones - August 24	2213	DD	81.75	16.35	98.10
New Green Trust – Office Suite Rent (Sept 24)	2214	SO	468.19	0.00	468.19
O2 – Mobile Phone – Aug-Sept 24 (Clerk's Phone)	2215	DD	12.76	2.55	15.31
BT – Pavilion Broadband Aug-Sept 24	2216	DD	42.30	8.46	50.76
O2 – Mobile Phone – Aug-Sept 24 (Editor's & Deputy Clerk's)	2217	DD	23.92	4.78	28.70
Adobe Systems Software – Acrobat Pro DC	2218	CC	16.64	3.33	19.97
Eurooffice – stationery	2219	CC	159.28	31.87	191.15
Amazon – batteries for internet banking card	2220	CC	9.14	1.84	10.98
Eurooffice – cleaning products for Pavilion	2221	CC	10.35	2.07	12.42
Eurooffice – cleaning products for Pavilion	2222	CC	50.77	10.16	60.93
Sackers – recycling August 24	2223	DD	122.96	24.59	147.55
Aerial Direct – Office internet and phones – September 24	2224	DD	81.75	16.35	98.10

Items paid following authorisation at meeting of 4th September 2024

SHO Cleaning & Maintenance – Office Cleaning	2194	Bacs	120.00	0.00	120.00
The Noticeboard Company - Noticeboard and magnets – CIL- 50%	2195	Bacs	553.00	110.60	663.60
Gipping Press - Councillor Postcards	2196	Bacs	96.00	0.00	96.00
Elmswell PC - Taxi Bus Scheme – June 23 – March 24 – CIL	2197	Bacs	451.20	0.00	451.20
Rees Pryer - Professional services – Pavilion, Church Road	2198	Bacs	450.00	90.00	540.00
Rialtas Business Solutions Ltd - Assets Inventory Software inc. annual support	2199	Bacs	739.13	147.83	886.96
Suffolk Libraries - Annual Support	2200	Bacs	2700.00	0.00	2700.00
TOP Garden Services - Church Ground maintenance	2201	Bacs	506.25	101.25	607.50
Wicksteed Leisure - Labour costs only (repair kit – credited)	2202	Bacs	400.00	80.00	480.00
Gipping Press - September Newsletter	2203	Bacs	Tbc	0.00	Tbc
Suffolk.cloud - Website training – Deputy and Newsletter Editor	2204	Bacs	70.00	0.00	70.00
SHO - Maintenance – Heath Road play area and Pavilion	2205	Bacs	35.00	0.00	35.00

Presented by: **Mrs V Waples, Responsible Financial Officer**

Countersigned by: **Mr C Dashper, Chair**